

MEMORANDUM

State of Alaska

Department of Transportation & Public Facilities
Alaska Marine Highway System

Master's Action Circular: 16-002

TO: Masters & Chief Mates

DATE: 03 February 2016

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FROM: Captain Kevin M. Staples
Port Captain

SUBJECT: **Vessel Car Door and Dock
Ramp Communications**

Reference: SMS Vol. 9, Cargo Handling Manual, Section 3.14 Operation and Securing of Shell Doors

Purpose

The purpose of this document is to provide guidance for the safe operation of vessel shell doors when being closed in conjunction with raising the dock ramp.

Discussion

During a recent undocking evolution, a ship's bosun was tasked with closing the shell doors before going aft to assist in letting the ship go.

Instead of waiting for the ramp to completely raise and lock into place, the bosun started closing the shell doors as the ramp was still moving. The doors failed to clear the apron as the ramp was being raised and could have had the potential of causing serious damage or injury.

Policy

A positive means of communication shall be established between the ship and shore side personnel during the operation of the dock ramp and shell doors.

Ship's personnel will not commence closing shell doors until the dock ramp is completely raised, locked into place in the stowed position, and hydraulics are secured. The vessel crew should be notified they are clear to close the ship's doors by the ramp operator prior to moving the ship's doors.

If anything out of the ordinary is noticed, operation shall be suspended immediately and the Chief Mate will be notified.

cc: Captain John Falvey, General Manager
Captain Anthony Karvelas, Operations Manager

Captain Dana Jensen, Port Captain
Captain Umeko Seaver, Port Captain

"Keep Alaska Moving through service and infrastructure."

Mr. Hakan Sebcioqlu, Port Steward
Mr. William Miller, ISM Coordinator

Mr. Simon Bradley, Marine Traffic Manager
Mr. Ed Clayton, Safety Officer

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